

ENHANCED WORK PLANNING INTRODUCTION FOR HEALTH AND SAFETY PROFESSIONALS

Experience has clearly shown that one of the most effective ways to protect workers from injuries and illnesses is to carefully plan the work. Analyses of accidents that have involved fatalities, injuries, and illnesses have consistently shown that inadequate identification of hazards during work planning and failure to provide effective control of these hazards have been predominant causes for most of these accidents and operational events.

The Offices of Environment, Safety and Health (EH) and Environmental Management (EM), along with the Operations and Field Offices, have begun an Enhanced Work Planning Initiative to demonstrate how the existing process can be improved through more effective partnerships among health and safety professionals, training professionals, and the line managers that have the direct responsibility for planning work. In addition to its safety aspects, the Enhanced Work Planning Initiative includes development of operational procedures, performance of job hazard analysis, and identification of necessary requirements; identification of necessary training; and integration of medical components such as exposure assessment, hazard characterization, and medical surveillance into the work planning process. The goals of this initiative are to:

- Promote a lasting, fundamental change in the work planning process so that it focuses on prevention of worker accidents and illnesses. This is accomplished by the more accurate identification of hazards and the improved determination of controls.
- Identify, early in the planning process, safety and health hazards and workers who will be at risk.
- Plan appropriate actions and controls to eliminate or mitigate recognized hazards.
- Educate and train the worker on potential hazards and exposures.
- Develop a site-specific protocol that collects and validates data on worker exposure and also supports future health surveillance.
- Improve efficiency in planning, reviewing, approving, and conducting work through a team approach.



The success of this initiative depends significantly on the fact that health and safety professionals are involved early, and throughout the work planning process.

This initiative is implemented by a work planning team that consists of safety and health professionals, planners, engineers, workers, training professionals, and line managers. The team works together to (1) identify hazards and determine effective controls; (2) specify appropriate hazard monitoring and data collection requirements; (3) factor in worker experience, lessons learned from past work, and results from occupational medicine studies; (4) plan work efficiently and eliminate repetitive review cycles that have historically delayed preparation and issuance of work packages; and (5) help identify critical training objectives that relate to potential hazards and exposures. The review, comment, and approval process is accelerated considerably because it resides principally with the team itself.

Pilot projects have already demonstrated that sites that participate in this initiative will realize significant near-term and long-term benefits. These include:

- Increasing the impact of safety and health staff by providing for their early involvement in the work planning process.
- Ensuring collection of needed data on exposure of workers to hazards to support medical monitoring and epidemiological studies.
- Reducing risks to workers through early identification and elimination or mitigation of hazards.
- Improving the overall efficiency of the work planning process, resulting in higher productivity and reduced costs.
- Identifying, early in the process, training that will contribute to productivity; awareness of dangerous situations; and quick, safe, and intuitive reactions to uncontrolled events.

Demonstration projects are ongoing at several DOE sites including Hanford, Fernald, Mound, Oak Ridge, Savannah River, Pantex, and Rocky Flats. EH and EM plan to initiate additional demonstration projects at other key DOE sites and facilities. For more information, contact the program manager, Mr. Rick Jones, at (301) 903-6061, or fax your request for additional information to (301) 903-7773. Also contact us through our HomePage at <http://www.eh.doe.gov/wp/hm/ewp/ewp2.htm>

